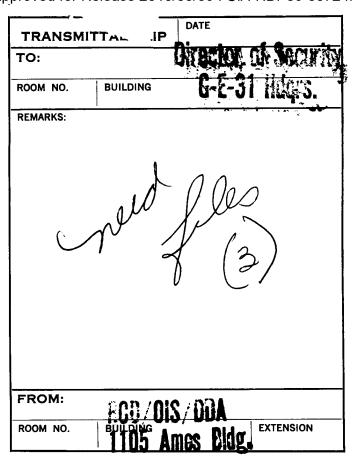
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FORM NO. 241 REPLACES FORM 36-8 (47)
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			3 DEC 1982	CS Region
25 X 1	MEMORANDUM FOR:	Executive Director Deputy Director for Intelliger Deputy Director for Operations Deputy Director for Science ar General Counsel Inspector General Comptroller	S	ogy
25X1	FROM:	Chief, Regulations Control Div	vision	
25 X 1	SUBJECT:	Proposed Revision of Absence (Job #183)	Leave and	d Other
25X1	l. This pro	RENCE OR COMMENTS: oposed revision of was nnel to update the policy on lea	initiated ave and oth	
	2. The most	significant changes are as fol	llows:	
25X1	b. Ar	new paragraph c(2)(d) clarifies	responsib:	ility
	of supervisor accurately responsibilities of the duty when the supervisor of the sup	ers to ensure that absences on seconded on time and attendance agraph c(7)(f) is added to incity of employees to notify their fice 30 days in advance of the absent on LWOP for 60 or more forward your concurrence and/or December 1982. Concurrence	leave are reports. lude r component ir planned calendar comments	t return days.
25 X 1				
25X1	Attachments: A. Concurrence B. Proposed F	ce Sheet Revision of	o secunt	In intizat +
25X1	cc: AO/DCI SSA/DDA OP D/OIS OC ODP	OF OL OMS OS OTE UNCLASSIFIE		Ineursing 1/201 2 2962 PARATED

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FROM ATTACHMENTS

HQ. INSTRUCTION SHEET

REG. NOS.	76.2 76.2.2 76.3	5/5/81 10/12/79 11/22/77 6/23/82 111/22/77	REG.	PAGE NOS.	DATE	explanation is revised to
	76.1 76.2 76.2.1 76.3	10/12/79 11/22/77 6/23/82 111/22/77				is revised to
	76.1 76.2 76.2.1 76.3	10/12/79 11/22/77 6/23/82 111/22/77				
	76.2 76.2.2 76.3	11/22/77 6/23/82 111/22/77		ì		update the policy on
	76.2 76.2.2 76.3	6/23/82	}]		leave and other absence.
	76.3	111/22/77	I	ĺ		
	76.3					Paragraph classification
		7/12/82				markings have been updat
		7/12/82				The remainder of the
	76.5	11/22/77		,	i	regulation is revalidate
		}				with a current date.
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Ar	rows in	n the page 1 above.	margin	show t	he locat	ions of the changes

DISTRIBUTION: AB

25X1

UNCLASSIFIED WHEN SEPARATED FROM ATTACHMENT

C-O-N-F-I-D-E-N-T-I-A-L

